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U. S. SANITARY COMMISSION,

SUPPLEMENT TO No. 90.

June 19/65

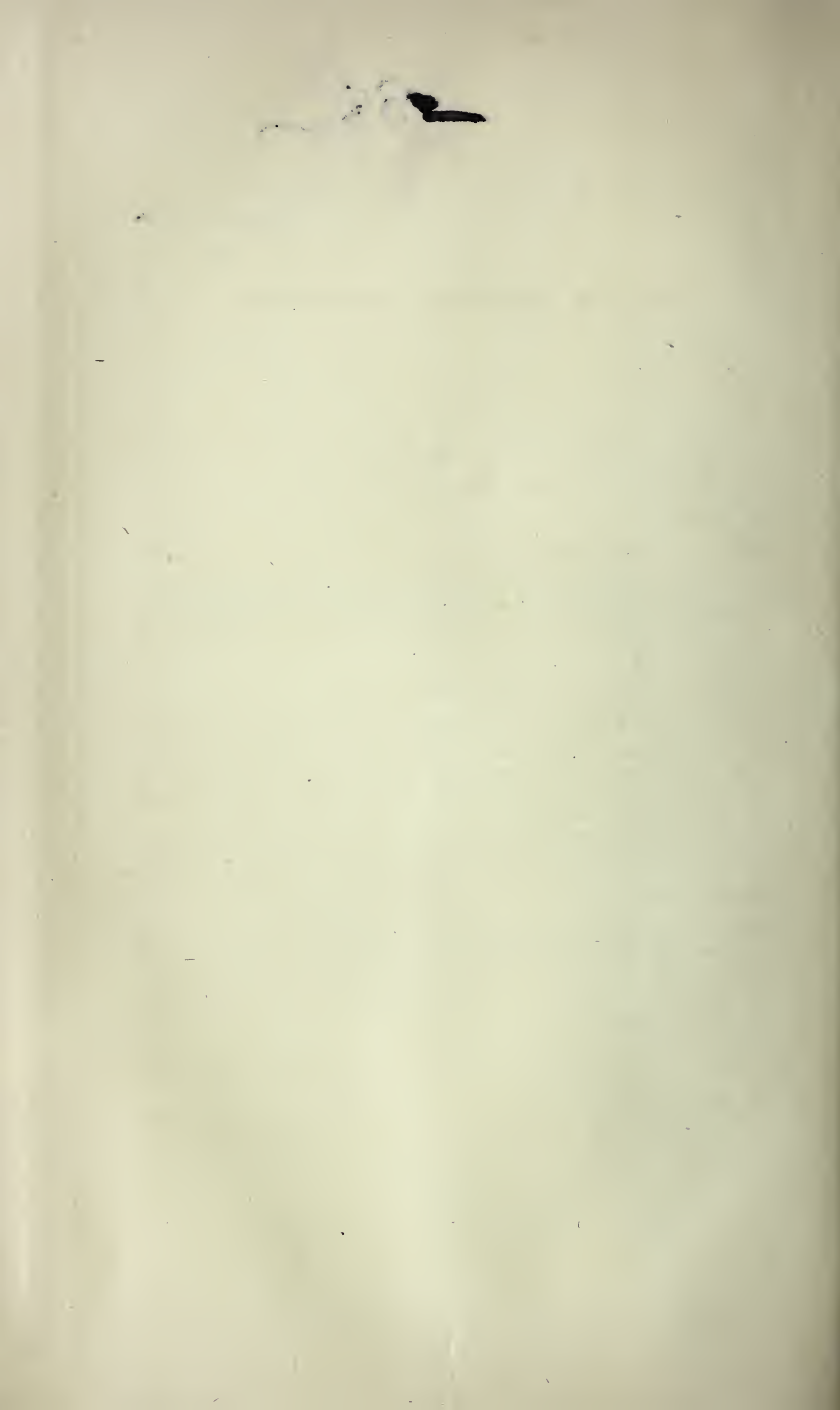
Bureau of Information and Employment.

JUNE 14, 1865.

WASHINGTON, D. C.

McGILL & WITHEROW, PRINTERS AND STEREOTYPERS.

1865.



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## U. S. Sanitary Commission,

CENTRAL OFFICE,

WASHINGTON, D. C., *June 10, 1865.*

In our circular of the 15th ultimo, addressed to the Branches and Aid Societies tributary to the U. S. Sanitary Commission, concerning future opportunities and methods of work, and more especially the procurement of employment for discharged soldiers, as far as may be necessary in consequence of physical disability, or as a means of aiding their return to former relations and occupations in civil life, it was proposed to furnish certain carefully prepared forms.

These forms are herewith transmitted.

Their use, while diminishing the labor, will also facilitate an intelligent and systematic prosecution of the work, and will enable the Central Office of the Commission eventually to tabulate the results gathered from all Aid Societies throughout the country.

Forms A, B, C, D, and E, relate exclusively to the procurement of employment, and sufficiently indicate the method and all necessary detail pertaining to the work.

It is important that the large and varied measure of good which may be secured to the soldier and to the community, by a thorough and generous application of the methods here presented, be kept clearly in view.

The Bureau of Information and Employment is designed to accomplish the following specific objects :

1. To aid those who have served honorably in the Army and Navy of the United States in obtaining employment,



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and to facilitate their return to former occupations and relations in civil life.

2. To prevent, as far as possible, the necessity for costly charitable institutions, by thus encouraging industry, and aiding the disabled soldier, who might otherwise seek an asylum, to strive for self-support.

3. To lessen the pauperism and crime, necessarily more or less a consequence of war, which surely attend on large numbers of unoccupied men left to themselves without employment or means of subsistence.

4. To save to the country a large amount of productive labor, at a time when it can least afford to maintain idle hands.

Form F embraces questions to be answered, not by the soldiers themselves, but by intelligent observers, upon certain general conditions incident to the war, and to the return of the soldiers to their homes.

This form may seem to some unnecessarily full, and demanding information not immediately tending to practical results. The purpose which has determined the selection of the questions embraced may, therefore, be distinctly stated. It is, First, to collect such information concerning our discharged soldiers as will enable us most judiciously and effectively to be prepared to render to those really needing it any form of aid or relief which may be demanded of the people, in behalf of the men, or the children of those men, who have fought our battles; Second, to seize upon the occasion which is now presented for gathering material which shall illustrate the manner in which, under republican institutions, these men, long aliens from home pursuits, are at once quietly reinstated in their former industrial relations, and become again vital parts of the living whole. The value of the facts which may be thus obtained, in answer to the questions of Form F, can scarcely be over-estimated in its bearing upon many important questions, which already begin to engage the attention of statesmen and philanthropists, and which, in their answers, are to have a direct influence, in most practical ways, upon the

future of the race. Unless the people themselves, through these agencies of the people, answer these questions, this record will never be made with the completeness which the present opportunity alone affords.

The attention of our Aid Societies is again directed to the valuable service which they may render to the families of discharged soldiers, by securing to them, through some systematic method, a knowledge of the existence and work of the "Army and Navy Claim Agency" of the U. S. Sanitary Commission, which performs without charge, the work which would otherwise fall into the hands of claim agents, thereby subjecting the soldier to a heavy tax, and often gross imposition and fraud.

It is suggested that in places where there may be no established Claim Agency of the Commission, the Aid Societies may render valuable service by applying to this Office for necessary blanks and instructions, that will enable them in many instances to transact all necessary details in the adjustment of claims.

In addition to the issue of cards and circulars, (according to accompanying forms,) to make known in your respective communities the work you are prepared to do, it is recommended, as an aid in your undertaking, that a liberal use be made of your local press for advertising your office and its facilities for giving help to the discharged soldiers and their families.

The General Secretary trusts that the work marked out in this supplement will be entered upon promptly. It is the demand of the present hour, as related to the welfare of our returning soldiers.

JNO. S. BLATCHFORD,  
*General Secretary.*

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### APPLICANT'S REGISTER.

BPV

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BUREAU OF INFORMATION AND EMPLOYMENT.

EMPLOYER'S REGISTER.

1. Number, . . . . .					
2. Date, . . . . .					
3. Name, . . . . .					
4. Address, . . . . .					
5. Service required, . . . . .					
6. Hours of service required daily, . . . . .					
7. Skill or strength demanded, . . . . .					
8. Term of engagement, . . . . .					
9. Compensation, . . . . .					
10. Remarks, . . . . .					

BP

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FORM C.

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U. S. Sanitary Commission,  
BUREAU OF INFORMATION AND EMPLOYMENT,  
Central Office, 244 F Street,  
WASHINGTON, D. C.

MONTHLY RETURN.

.....  
(Insert name of Aid Society.)

..... 186 .

Month of ..... 186 ,

Number of applications for Employment.....

Number of applications by Employers.....

Number furnished with Employment.....

REMARKS.

.....



THE UNIVERSITY OF CHICAGO

DEPARTMENT OF THE HISTORY OF ARTS AND ARCHITECTURE

CHICAGO, ILLINOIS

1900

1901

1902

1903

1904

1905

1906

1907

1908

1909

1910

1911

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1914

1915

1916

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1918

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1920

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1922

1923

1924

1925



FORM D.



U. S. Sanitary Commission,  
BUREAU OF INFORMATION AND EMPLOYMENT,  
Central Office, 244 F Street,  
WASHINGTON, D. C.

.....  
(Insert name of Ail Society.)

..... 186 .

To .....

.....  
With the design of obtaining employment through this Bureau

.....  
refers to you as to his character and qualifications.

You will oblige us by filling out and returning the annexed  
blanks with your signature. Your reply will be shown only to his  
employer.

Respectfully yours,  
.....

Is he temperate? .....

Is he industrious? .....

Do you deem him honest? .....

How long have you known him? .....

State facts which may be of service }  
to him, or of which his employer }  
should be informed. ....

No. .... (Insert No. of Application.)



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1911

UNIVERSITY OF TORONTO LIBRARY  
100 St. George Street  
Toronto, Ont. M5S 1A5  
Canada

188

117

The following is a list of the books  
which have been added to the  
collection of the University of Toronto  
Library during the year 1911.

Books added during the year 1911.

188

1. *History of the University of Toronto*  
2. *Report of the University of Toronto*  
3. *University of Toronto Library*  
4. *University of Toronto Library*  
5. *University of Toronto Library*  
6. *University of Toronto Library*  
7. *University of Toronto Library*  
8. *University of Toronto Library*  
9. *University of Toronto Library*  
10. *University of Toronto Library*

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FORM E.

**U. S. Sanitary Commission,**  
**BUREAU OF INFORMATION AND EMPLOYMENT,**  
Central Office, 244 F Street,  
WASHINGTON, D. C.

.....  
(Insert name of Aid Society.)

..... 186 .

To

.....  
.....  
You are requested to call at our office respecting  
your application at ..... o'clock....., on  
..... inst. and to bring this  
notice with you.

.....  
No. .... (Insert No. of Application.)





## BUREAU OF INFORMATION AND EMPLOYMENT.

CENTRAL OFFICE 244 F ST., WASHINGTON, D. C.

Returns from

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I. Population, according to census of 1860, included in the area embraced within the limits covered by this report.....

II. Number of men who have enlisted from.....

III. Number who are still in the service.....

IV. Number who have died in the service.....

V. Of those who have returned home, what proportion are able-bodied?.....

VI. Of those disabled, what proportion are seriously disabled?.....

VII. What proportion are slightly disabled? .....

VIII. What proportion have come distinctly upon the charity of others for support?.....

IX. What agencies exist in your community for the relief of discharged soldiers or their families?.....

X. What has been the kind and amount of aid which these agencies have rendered?.....

XI. In this community how far is preference given by employers of labor to discharged soldiers? .....

XII. Number of widows of soldiers.....

XIII. Number of these widows who are poor and partially dependent.....

XIV. Number of children of deceased soldiers.....

XV. What available provision has been made by the State or by other agencies by which these children, if poor, can be cared for and educated?.....

XVI. To what extent is aid of this kind, if any exists, sought and used for the advantage of these children?.....

XVII. What, upon the whole, has been the effect of this long term of military service upon the moral tone of the soldiers themselves?.....

XVIII. What has been the effect upon the industrial habits of these men?.....

XIX. Is there any marked effect upon the homes and upon the children of these soldiers, produced by this long absence of the father of the family? If there is, how, in general terms, does it show itself?.....

XX. Taking your community as a whole, what do you observe is the influence of the war, including, on the one side, the effect of these calls for generous sacrifices, the discipline of hopes and fears and sorrows, and on the other hand the demoralizing influences brought back from army life?.....

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**U. S. Sanitary Commission.**  
**BUREAU OF INFORMATION AND EMPLOYMENT,**

(Insert name of Society.)

This Bureau is established with the following objects :

1. To aid those who have served in the Army and Navy of the United States in obtaining employment
2. To prevent, as far as possible, the necessity for costly charitable institutions, by thus encouraging industry, and aiding the disabled soldier who might otherwise seek an asylum, to strive for self-support.
3. To lessen the pauperism and crime necessarily more or less a consequence of war, and which surely attend on large numbers of unoccupied men left to themselves without employment or means of subsistence.
4. To save to the country a large amount of productive labor, at a time when it can least afford to maintain idle hands.

The services of the Bureau are given gratuitously.

Information and suggestions are solicited relative to employments adapted to maimed and disabled men. Employers are earnestly requested to make application to this Bureau for every class of labor; and are reminded that our Army and Navy have contained many of the best and most trustworthy young men of the nation—skilled in every occupation.

It is demanded by both patriotism and humanity, that the light occupations of all towns, communities, and whatever work can be as well done by invalid soldiers as by others, be given to the men who may have incapacitated themselves for rivalry in more active and laborious fields of duty, by giving their limbs, their health, and their blood to the nation.

[Append names of Officers of Aid Society.]

JNO. S. BLATCHFORD,  
General Secretary.

**TO WHOM IT MAY CONCERN:**

This is to Certify, That I have in my possession the DISCHARGE  
PAPERS of \_\_\_\_\_ of Captain \_\_\_\_\_

Co \_\_\_\_\_ of the \_\_\_\_\_ Regiment

Volunteer \_\_\_\_\_ In said \_\_\_\_\_

Final Statements he is described as having been born in \_\_\_\_\_

State of \_\_\_\_\_ aged \_\_\_\_\_ years \_\_\_\_\_ feet \_\_\_\_\_ inches high

\_\_\_\_\_ complexion \_\_\_\_\_ eyes \_\_\_\_\_ hair, and by occupation

when enrolled a \_\_\_\_\_ Enlisted at \_\_\_\_\_

on the \_\_\_\_\_ day of \_\_\_\_\_ 186 \_\_\_\_\_ Mustered into service

at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_

186 \_\_\_\_\_, to serve for the term of \_\_\_\_\_ years. He was discharged

by reason of \_\_\_\_\_

on the \_\_\_\_\_ day of \_\_\_\_\_ 186 \_\_\_\_\_ The above named

papers were left with me, for collection of BACK PAY due him at the

time of his discharge from service, and this is given to him in lieu

of the same, to prevent his arrest as a Deserter.

*Handwritten:* 37

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